**TITLE (ALL CAPITAL LETTER, TIMES NEW ROMAN, BOLD, SIZE 14, CENTRED)**

FirstName LastName¹\* (Times New Roman, underline, size 11, centered)and Second Author²(Times New Roman, size 11, centered)

*(Affiliation and addresses, Time news roman, size 10, centered)*

*1Department, Faculty, University/Institute, Country.*

*2Department, Faculty, University/Institute, Country.*

\*Corresponding author: Name, e-mail (Times new roman, size 10, centered)

**Keywords**: ACA, Global (Time news roman, size 10, centered, maximum 5 keywords separated by commas)

**ABSTRACT**

**Just paste the original abstract you submitted before.** (Times New Roman, size 11, justified)

**INTRODUCTION**

This is a template to prepare the full paper for ACA2019, which will be held at Nagoya, Japan. The length of full paper including figures, tables and references should be written more than 2 pages and not exceed 6 pages. The full paper should be written in English and converted to ***PDF format*** and saved as ***“ACA2019\_Ref no.”***. The title and the first author’s name of full paper must be ***exactly the same as the title and the first author’s name of your abstract***. Please submit the full paper using the Easy Chair system. The full paper ***submission*** deadline is ***September 30***, and all first authors also have to complete ***registration and payment*** before ***September 30***.

**GENERAL GUIDELINE**

The full paper should include a Title, the information of Authors and Affiliations, the E-mail address of Corresponding Author and Keywords. Throughout the full paper, use Times New Roman font with single spacing between lines. The recommended font size is 14 pts, bold, capital letter, centered for the paper title. The main text should be 11 pts, justified on both sides. The margin should be set at: Top 1.2 inches (30.5 mm), Bottom 1 inches (25.4), Left and Right 1.2 inches (30.5 mm). The length of full paper should not exceed six A4 pages. Other specific guidelines for each section are given below.

1. Title: Use Times New Roman font with a font size of 14 pts and in boldface, all capital letter, centered for the title.
2. Authors and Affiliations: Include the first name and last name of all the authors. The name of the corresponding author should be underlined. The affiliations of all the authors should be included. The e-mail of the corresponding author should be shown.
3. Keywords: Provide maximum 5 keywords, separated by colons.
4. Abstract: The abstract should not exceed 500 words.
5. Major Headings: The recommended format of major heading is Times New Roman, size 11, bold, centered, all capital letter.
6. Sub Heading: The recommended format of major heading is Times New Roman, size 11, italic.
7. Main text: The main text in full paper should be Times New Roman, size 11, justified
8. Equations: The equations should be indented with the numbers displayed on the right side in parenthesis. Equations placed on a separate line should be centered as following:

Any numbered equations must be cited in text as, i.e., (Eq. 1), see Eq. (2), etc.

1. Figures and Tables: The figures and tables should be numbered and captioned. The figures can be produced in colour and has at least 300 dpi. Use large enough lettering so that the smallest elements (i.e. superscript or subscript characters) will be readable when the figure is reduced. Figures and tables should be centered.

Figure captions (Figure 1. Example of figure) will be placed bellow the figure, whereas table captions (Table 1. Important Dates ... ) above the table, with 11 pt. Times New Roman, bold. Examples of a Table and a Figure are as follows:

Table 1: Important Dates for ACA2019

|  |  |
| --- | --- |
| Activity | Date |
| Deadline for full paper submission | September 30, 2019 |
| Conference day | November 29 - December 2, 2019 |



**Figure 1. Example of figure**

1. Acknowledgements: Any acknowledgements can be included at the end of the main body of the full paper but before the references.
2. Citations and References: When referring to references in the text, type the corresponding reference number in square brackets as shown at the end of this sentence [1]. Full references should be cited in a numbered list at the end of the manuscript. References should be written in APA style as shown in the reference part below. References should contain FAMILY/SURNAME, Initials. (Year of publication – in brackets) Title of article. Title of journal - in italics or underlined. Volume number. (Part number/month – in brackets). p. followed by page numbers.
3. Basically, your submitted PDF will be published as it is without any modification. Please check once before sending your submission whether you have done perfect following the guidelines.

**ACKNOWLEDGEMENT**

ACA2019 organizing committee thanks everyone who contributes to ACA2019.

**REFERENCES**

1. Ku, G. (2008). Learning to de-escalate: The effects of regret in escalation of commitment. *Organizational Behavior and Human Decision Processes*, *105*(2), 221-232. doi:10.1016/j.obhdp.2007.08.002
2. Gibbs, J. T., & Huang, L. N. (Eds.). (2001). *Children of color: Psychological interventions with culturally diverse youth*. San Francisco, CA: Jossey-Bass.